

1. Promote commercial growth.

The City will continue working with the Economic Development Committee established by the Chamber of Commerce. They have set up five working committees to address specific problems identified in the community. I will keep the council updated on the activities of this committee and bring recommendations from the committee to the council when appropriate.

2. Promote residential growth.

The City is in the process of condemnation proceedings on the railroad property that has been identified by the City Council as a potential site for residential development. Staff and the Economic Development Committee are looking at additional areas that could be developed as residential property. A recommendation should be brought back to the City Council for action in the next couple of months.

3. Reduce noise downtown at night (COMPLETED).

The Chief of Police and City Administrator will review all ordinances that relate to noise and activities in the downtown area. We will bring recommendations to the council on how to proceed in the next couple of months.

4. Development of railroad property (2006).

The City is in the process of condemnation proceedings on the railroad property. Crews have started on activities to help clean the area. Once the City has obtained possession of the property, cleaning can begin in earnest. We anticipate this property being cleaned up and improvements completed by the end of the year.

5. Improve existing roads.

The City Superintendent and the City Administrator are putting together a 20 year plans for street improvements. This plan should be completed for review by the council by the first meeting in June, 2005. Improvements for streets in 2005 has been presented and adopted by the City Council. Work should begin in about three weeks on these projects.

6. Master plan for pool (COMPLETED).

Once the survey equipment has been calibrated, staff will conduct a site survey of the proposed location and work with the engineers to develop a proposed site plan for the new swimming pool. The plan will then be used to secure funding for the pool construction. We are still shooting for a 2006

opening of the pool, but 2007 is probably more realistic due to funding restrictions.

7. Clean-up properties around town.

One of the sub-committees set up by the Economic Development Committee is going to address cleaning up the community. The Chief of Police and I will be working with this group to determine how to approach this issue. We have started by issuing letters of violation to those property owners that we have seen junked vehicles parked on.

8. Plan for sidewalk repairs and expansion (2005).

The City Administrator and the City Superintendent will develop a 20 year plan to install additional sidewalks around the city. We will develop a major grid work and then work on filling it in over the final years of the plan. The plan will include work on replacing some existing sidewalks and installing new sidewalks. The plan will also include sidewalk construction in the parks. This plan will be ready for presentation to the City Council in July, 2005.

9. Reduce front office staff (COMPLETED).

The City Clerk has indicated that she will retire in 2005. We are currently trying to establish work responsibilities to pick up her duties without having to hire additional staff. We are also looking at time saving measures including new equipment and/or software that will save in manpower requirements such as radio read meter system.

10. Rehabilitate or rebuild buildings in the downtown area.

We are currently working through the nuisance ordinance on two buildings in the downtown area. We are also working to obtain ownership of a third. Once ownership is obtained, staff will secure the building and develop several options for the council to consider on what to do with the building. Staff will also be working with the Economic Development Committee to develop an overall plan for the downtown area.

11. Create 5 year plans for each department (2005).

I have been working with Jon to develop a 5 year plan for the police department. Once we have finished the plan it will be presented to the City Council. After acceptance by the council as to form, I will begin working with Roy and Cheryl to develop plans for their departments. I will then bring each of the reports together in a single 5 year plan for the city and present that to the city council for approval.

12. Develop better plan for investing idle funds (2005).

Cheryl and I will be working over the next two months along with Roy and Jon to develop a revised budget for 2005 and a budget for 2006. Once these are completed we will have a better feel for the financial status of the City. We will then meet with the bank to discuss our idle funds and see what local options we have to get a better return on our money. There is a program through the state that may offer a better return on our money, but we need to first investigate our local options.

13. Upgrade existing sewer system.

We have received a draft report from BG Consultants and should have them up to present the report at the first meeting in May. The report includes several recommendations to upgrade our existing system. Many of the options will need to be contracted out to complete the improvements. We will discuss the improvements and how to proceed in May.

14. Acquire land for development.

Staff is working with a sub-committee of the Economic Development Committee to identify potential sites for commercial and residential development. I hope to have a series of recommendations from the Committee by the end of this summer with cost estimates for each recommendation.

15. Create vehicle replacement schedule (2005).

Staff is currently developing a vehicle inventory that will be used to create a vehicle replacement schedule. Also, in conjunction with this we have developed a database to track all repair and maintenance work on all major equipment. This will allow us to determine when a piece of equipment should be replaced instead of continuing to fix a reoccurring problem. The replacement schedule will also allow us to begin setting aside money each year to pay for large purchases instead of absorbing a huge cost all in one year. The plan should be completed by the end of June, 2005.

16. Develop better cooperation with school.

I have been working with Don Blome on several issue involving both the school and the city. I have also met with the high school principal several times. I am going to propose a meeting with Don and the elementary school and high school principals once a month during the year to discuss any issue that may come up. I will also have the department heads at this meeting to discuss any issues that may come up.

17. Upgrade existing electrical system.

Staff is working on a CIP that will include repairs to the existing electrical distribution and production systems. We will make plans to upgrade existing lines over the next 20 years in the program. We hope to have the plan completed by the end of 2005.

18. Upgrade existing gas system.

Staff is working on a CIP that will include repairs to the existing gas distribution system. We will make plans to upgrade existing lines over the next 20 years in the program. We hope to have the plan completed by the end of 2005.

19. Create capital improvement program (2005).

Staff is working on the CIP which will include all improvements including building, streets and all utilities for the next 20 years. The plan will be updated each year and adjustments made in accordance with community needs and council goals.

20. Update zoning code to include subdivision regulations (2005).

I will begin working with the Planning and Zoning Commission at their next meeting to begin working on a set of subdivision regulations. My goal is to have a set of subdivision regulations approved by the Planning and Zoning Commission and ready for City Council approval by the end of the year.

21. Upgrade existing water system.

Staff is working on a CIP that will include repairs to the existing water distribution system. We will make plans to upgrade existing lines over the next 20 years in the program. We hope to have the plan completed by the end of 2005. We will begin working on plans for improvements to the Fast Subdivision area, railroad property, and Phase 2 in the next couple of months.

22. Pave existing gravel roads.

This item will be included with item number 5 above.

23. Create a development policy (COMPLETED).

This item is complete. Staff will continue to work with the document and propose changes as necessary.

24. Do a better job of marketing community college.

In the meetings with school district officials I will include Bob Reavis from Allen County to participate. This will allow us a chance to see what his concern are and what we can do to help expand the school.

25. Expand electrical system.

We will expand the system as the need arises. We are currently making plans for extensions into Fast Subdivision Number 2 and the railroad property. We will also review the existing system to determine the shortfalls in the system to help allow for expansion of the system as necessary.

26. Expand gas system.

Staff will begin putting together maps showing areas of the surrounding community that are not serviced by natural gas lines. We will then determine areas that could be expanded into easily and determine what the return on our investment would be. We will also look at the overall system to ensure we have the capabilities to expand where necessary in the future.

27. Expand sewer system.

Staff will begin surveying areas not currently serviced by sanitary sewer to determine the feasibility of extending services into those areas. We will then determine the cost effectiveness of expanding the system.

28. Expand water system.

Staff will begin identifying areas not currently serviced by City water and determine the feasibility and cost effectiveness of expanding the service in these areas.

29. Master plan for Jones Park (COMPLETED).

Staff has already developed a draft of the master plan for the park. Once the park has been surveyed we will finalize the plan for approval by the City Council.

30. Master plan for Sumner Park (COMPLETED).

Staff has already developed a draft of the master plan for the park. We are waiting on some information from the Historical Society before completing the plan.

31. Pursue KDOT grant for highway project.

Staff has met with representatives from PEC and they have agreed to submit a grant request to KDOT for a project on K-31 that would include the area from Dacotah to just west of Fast Drive. This would be the same funding source as the last project on K-31.

32. Review and codify city code (2006).

Staff is working on developing a table of contents for a new code book. Once the table of contents is complete staff will create the text for the book. The goal is to bring one chapter at a time to the council for review beginning in September, 2005.

33. Update comprehensive plan (2006).

Staff will begin working with the Planning and Zoning Commission to update the comprehensive plan once the subdivision regulations have been completed and a couple of proposed revisions to the zoning code have been addressed.

34. Recycling program (2006).

Staff will begin researching the equipment, manpower, space, and/or contract requirements for starting a recycling program in the City.

35. Composting program (2006).

Staff will begin researching the equipment, manpower, and space requirements for starting a composting program in the City.

36. Paint front of downtown buildings.

This item will be address by the Economic Development Committee. I will be working with them and bringing recommendations back to the City Council for action.